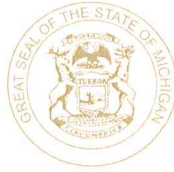


# State of Michigan



**Mid-Michigan Regional Sobriety Court**  
245 East Newark Street • Ithaca, Michigan 48847

Serving Gratiot, Montcalm, and Clinton Counties  
Telephone: (989) 875-5339

## **Position Available:**

Full Time Case Manager  
Mid-Michigan Regional Sobriety Court  
65B District Court

The Mid-Michigan Regional Sobriety Court which services Gratiot, Clinton, and Montcalm counties is seeking a full time position for program support staff. This is a grant funded, full time position.

The MMRSC case manager duties and competencies include, but are not limited to the following:

1. Manage a case load of up to 30 possible participants in all three counties to ensure program compliance and success and necessary travel between said counties.
2. Conduct personal meetings with program participants to track their progress, compliance and provide guidance and direction in the court treatment program.
3. Conduct urine analysis testing and other drug testing for program participants
4. Enter and track data in the Drug Court Case Management Information System (DCCMIS) program.
5. Attend team meetings in each county and preparing participant progress reports for said meetings.
6. Present participant progress reports in court at scheduled review hearings for consideration by the assigned judge.
7. Communicate with the Sobriety Court Director, court personnel, judges, probation officers, treatment providers, law enforcement, and other community agencies.
8. Conduct after hour home checks to ensure participant compliance.
9. Attend continuing education programs in drug treatment court best practices and motivational interviewing.
10. Achieve familiarity with applicable state statutes, court proceedings, and policy handbook governing treatment courts.
11. Applicants must have a valid driver's license and reliable transportation as travel is required of the position, with a primary focus upon case management in Gratiot and Montcalm Counties.
12. Applicants will be subject to a background check.

**Education:** Minimum high school education required, bachelor's degree preferred. Work experience related in criminal justice, social services, case work and/or counseling preferred.

Please send your cover letter and resume to Brian Wagner, Mid-Michigan Regional Sobriety Court Director, at 245 E. Newark St. Ithaca, MI. 48847, or by email to [bwagner@gratiotmi.com](mailto:bwagner@gratiotmi.com)

The deadline for submission is August 8<sup>th</sup>, 2016 by 11:00 am.

**\*This position is grant funded and as such the terms of employment may be subject to change October 1, 2016\***

## **Gratiot County**

Honorable Randy L. Tahvonen  
29th Circuit Court Chief Judge  
Honorable Michelle M. Rick  
29th Circuit Court Judge  
Honorable Stewart D. McDonald  
65B District Court Judge

## **Montcalm County**

Honorable Raymond P. Voet  
8th Circuit Court Chief Judge  
Honorable David A Hoort  
8th Circuit Court Judge  
Honorable Suzanne Hoseth-Kreeger  
8th Circuit Court Judge  
Honorable Donald R. Hemingsen  
64B District Court Judge

## **Clinton County**

Honorable Randy L. Tahvonen  
29th Circuit Court Chief Judge  
Honorable Michelle M. Rick  
29th Circuit Court Judge  
Honorable Michael E. Clarizio  
65A District Court Judge